



**Town of Arlington, Massachusetts**  
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## Finance Committee Minutes 12-01-2003

ARLINGTON FINANCE COMMITTEE  
 MINUTES OF MEETING  
 7:30 PM O'NEILL ROOM, COMMUNITY SAFETY BUILDING  
 12/1/03

### ATTENDEES:

DeCoursey*	Feinleib	O'Riordan*	O'Neill	Mahoney
Tosti*	Connors*	Simmons*	Morrisette*	
Piandes*	Foskett*	Deyst*	Ronan	
DuBois	Franclemont*	Jones*	Olsen*	
	Howard*	Fanning*		Kneeland*

\* Indicates present

VISITORS: Annie LaCourt, Paul Bayer

MINUTES of 11/3/03 accepted as printed. Unanimous.

**BUDGET & REVENUE TASK FORCE:** The Chair reviewed the meeting of this group held earlier in the evening. The BOS would like to base the budget on more realistic revenue assumptions. They have requested estimates from the Manager & the Assessor by 12/20. Tosti requested that the budget be provided to the FinCom by 1/7. He had previously made this a formal request by letter to all appointing authorities as agreed at the last FinCom meeting. A BOS suggestion that the budget process be more responsive to late-breaking news was discussed. The Chair warned that too much flexibility would undercut Town Meeting confidence in the budget process.

**COMMUNITY EDUCATION CAMPAIGN:** Franclemont suggested a first presentation might be addressed to the breakfast meeting of the Chamber of Commerce. She was encouraged to go ahead. Simmons agreed to approach the Rotary Club for a second presentation.

**SCHOOLS:** Education SubCom (Fanning) reported that redistricting would likely even class sizes but would be unlikely to realize any savings. A review of fees charged for use of buildings has discovered that fees do not cover expenses. Tosti has been invited to a meeting of the budget subcommittee.

**BUDGET PROJECTION:** Tosti reported no changes from last month. The projected deficit is \$3m. Economic indicators are improving.

**SYMMEs:** Foskett reported that the RFP response period was extended to 1/10. More time was needed to provide requested details. The ARB still expects to select the contractor in mid-Jan.

**MINUTEMAN:** DeCoursey reported that he & Charlie Lyons attended the MM SC subcommittee meeting to discuss the assessment formula. The group decided to recommend continued use of the Ed Reform approach. In district attendance has increased. Arlington is sending 20 more students this year. The long term health of the school is a concern. This year's budget was balanced with a land sale.

**TOWN MANAGER SEARCH:** DeCoursey reported that the advisory committee has screened applications from about 40 to 6. The BOS will reduce this number to 3 before holding public interviews.

USER FEES: Olsen provided a report of his findings showing fees & costs for 5 Town departments: Recreation Programs, Skating Rink, Public Works (Field Maintenance), Public Health, and School Extra Curricular Activities. Most fees do not cover costs, especially when capital costs and indirect expenses are included. The FinCom reviewed each of the 5 summaries and suggested some improvements. Foksett provided field renovation capital expenses. Tosti requested members to make any additional suggestions to Olsen and requested him to prepare a letter from the FinCom to the BOS for their information and to provide background when fee changes are discussed.

COMMITTEE: Vacancies exist in Pcts 1 and 20. Some candidates have been identified but no resumes received. Candidates with broad community interests are preferred. Tosti would like to appoint new members in December before the budget review begins.

Next mtg Monday 1/12/04. Subsequent meetings on 1/26 & 1/28.

For more info go to <http://www.arlingtonfincom.com/>

RESERVE FUND BALANCE \$400,000

cc Selectmen  
FinCom Members  
Acting Town Manager

Peter B Howard  
Library file  
Town Web Site

Secretary 12/2/03  
Revised 1/13/04